

**MINUTES OF:** State Community Collaborative  
**CHAIRPERSONS:** Martha Kaufman and Joel Rosch  
**LOCATION:** Child Advocacy Institute, Raleigh

**DATE:** December 7, 2001  
**START TIME:** 8:30 a.m.  
**END TIME:** 10:30 a.m.

NAME	PRESENT	NAME	PRESENT	NAME	PRESENT
Al Deitch, DOA-YA&I		JoAnn Lamm, DSS-CSS		William Hussey, MHPC	
Austin Connors, ARCCFS		Joel Rosch, CCFP	x		
Beth Melcher, NCAMI		John R. Hayes, F.United			
Beverly Hester, WCH	x	John Tote, MHA		<b>OTHERS</b>	
Brad Trotter, D-HOH-DMH		Kirstin Frescoln, AOC	x	Sandra Sink, DSS	x
Carol Duncan-Clayton, NCCCP		Lana Dial, AOC			
Carol Robertson, DMA		Lee Lewis, DMH-SA	x		
Carol Tant, WCHS		Lynda Richard, DMH-DD	x		
Carolyn Wiser, DMA		Martha Kaufman	x		
Cheryl Waller, CSHS	x	Martin Pharr, DJJDP			
Chuck Harris, DSS		Michael Schweitzer, DJJDP		<b>CFS Staff</b>	
Connie Hawkins, ECAC		Pat Solomon, F.United	x	Don Herring	x
David Horowitz, TPC		Robin Huffman, NCPA		Joan DeBruyn	
Diann Irwin, DPI	x	Sally Cameron, NCPA		Linda Gunn-Jones	x
Donn Hargrove, DJJDP		Stephanie Nantz, GCC		Mark O'Donnell	
Jan Hood, AOC		Steve Shore, NCPS		Rhoda Miller	
Jennifer Mahan, MHANC	x	Susan Whitten, DJJDP	x	Stephanie Alexander	x
Joann Haggerty, CAI	x	Tara Larson, DMH		Susan Robinson	x

#### MEETING MATERIALS AND HANDOUTS DISTRIBUTED

- Procedures for CTSP Non-UCR Reporting and Payment
- Draft Suggestions for Case Management in Community Collaborative Design
- Priority Funding Needs for Child and Family Services
- Draft – Child & Family Team – Why, How, Who
- Inventory of Common Domains (DPI, AOC)
- Child and Family Funding Grid Update
- Olmstead Planning for Children with Serious Emotional Disturbance – Merging SOC Principles with Civil Rights Law

TOPIC	DISCUSSION/FINDINGS	ACTION (By whom and when)
(1) <b>Welcome &amp; Introductions</b>		
(2) <b>Family Stipend Compensation Discussion</b>	<ul style="list-style-type: none"> <li>• Matter urgent</li> <li>• Area programs cannot access dollars until we have standardized rate</li> <li>• What constitute half day?</li> <li>• What constitute full day?</li> <li>• Option of offsetting cost</li> <li>• Need Community Collaborative input</li> <li>• Should have statement limiting meeting attendance</li> <li>• Who approves who attends meetings</li> <li>• Amount not to exceed set amount - \$30.00</li> <li>• Define pay under 4 hours</li> <li>• Define pay over 4 hours</li> </ul>	<ul style="list-style-type: none"> <li>• Collaborative define expectations</li> <li>• Get personnel to look at final draft</li> <li>• Give Collaborative flexibility</li> <li>• Call meetings activity/event</li> <li>• No child care payments</li> <li>• Up to \$40 not to exceed \$80</li> <li>• Give participant clear understanding of stipend/reimbursement</li> <li>• Participant attend 6 events per person per month</li> <li>• CFT keep records</li> </ul>

<b>(3)</b> <b>Resource/Funding Grid Completion, Planning for Dissemination</b>	<ul style="list-style-type: none"> <li>• Update on public – ultimate audience is Child and Family Teams</li> <li>• Look at Title IV and Title IX to see what categories can be accessed</li> <li>• Put primary level of contact in grid</li> <li>• Put in data facts/sources of services/funding and how to access</li> <li>• How will be used</li> </ul>	<ul style="list-style-type: none"> <li>• When complete, send grid to “big” State Collaborative</li> <li>• Joel Rosch will get information from DD</li> <li>• Send all information to be added to Ginny Lofton</li> <li>• Request from Martha that all Divisions get information to Ginny as quickly as possible</li> </ul>
<b>(4)</b> <b>Review of Drafts – CFT, Proposal from Smoky MT CC</b>	<ul style="list-style-type: none"> <li>• CFT families have say so</li> <li>• Brief therapy</li> <li>• How to protect confidentiality</li> <li>• Clinical issues – case review subjects</li> <li>• Liability protection</li> <li>• Look at Executive Order for guidance</li> <li>• Have family member participate in this proposal</li> <li>• RFA – Ask private folk to redo proposals</li> <li>• RFA have an appeal from one agency that submitted a proposal</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Martha asked Collaborative members to look over the proposal, talk about it, and bring ideas and decisions back to next meeting.</li> <li>• Lee Lewis will check out Federal Law through the Legal Action Center</li> <li>• Allocation letters have been sent to Area programs.</li> <li>•</li> </ul>
<b>(5)</b> <b>State Plan, MH Trust Fund, Roles/Responsibilities of State Collaborative – Discussion (Olmstead Plan)</b>	<ul style="list-style-type: none"> <li>• State Plan – road map</li> <li>• Submitted information to the Department</li> <li>• Look to Department in implementing</li> <li>• Set precedence across agencies</li> <li>• Collaborate with the people sharing the risk</li> <li>• Sharing authority/support</li> <li>• Minimize the risk</li> <li>• Need access to key people</li> <li>• Using Olmstead Plan on fast track</li> <li>• Requires what SOC can deliver</li> <li>• Basic System of Care</li> </ul>	<ul style="list-style-type: none"> <li>• Do party – invite department heads</li> <li>• Plan party around the “big” State Collaborative meeting in February.</li> <li>• Under Olmstead Plan – get people outside of state to help reinforce often</li> <li>• Invite new CMH Director to meeting</li> </ul>
<b>(6)</b> <b>MOA Update – Alexander</b>	<ul style="list-style-type: none"> <li>• MOA – DHHS needs to commit</li> <li>• Court Counselors work on DDJDP</li> <li>• Get something/commitment on paper</li> </ul>	<ul style="list-style-type: none"> <li>• Send MOA to DD/Substance Abuse</li> <li>• Share MOA between Department local levels by next Thursday.</li> </ul>
<b>(7)</b> <b>Planning for next meeting agenda – Open Meeting/implications/ Development of guidance, other</b>		<ul style="list-style-type: none"> <li>• Next meeting – December 14</li> <li>• Child and Family Large Conference Room</li> <li>• Time – 8:30 a.m. to 10:30 a.m.</li> </ul>